

Item # 13C

**City of Carson City
Agenda Report**

Date Submitted: July 8, 2008

Agenda Date Requested: July 17, 2008

Time Requested: 15 minutes

To: Mayor and Board of Supervisors

From: Development Services - Planning Division

Subject Title: Action to adopt Resolution No. _____, a resolution amending the number of residential building permit allocations under the Carson City Growth Management Ordinance for the years 2009 and 2010 and estimating the number of residential building permits for the years 2011 and 2012; establishing the number of residential building permit allocations available within the development and general property owner categories; and establishing a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review. (GM-08-040)

Staff Summary: The Board of Supervisors is required to annually establish the number of residential permits that will be available for the following calendar year. This has historically been based upon a maximum growth rate of three percent, and is recommended to be 711 residential permits for 2009. The commercial and industrial daily water usage threshold has historically been 7,500 gallons per day, above which Growth Management Commission approval is required.

Type of Action Requested:

☒ Resolution

☐ Ordinance

☐ Formal Action/Motion

☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Planning Commission Action: Recommended approval May 28, 2008 by a vote of 5 Ayes, 0 Nays and 2 Absent.

Recommended Board Action: I move to adopt Resolution No. _____, establishing a total of 711 residential building permit entitlements for 2009, with an allocation of 43% or 306 entitlements for the general property owner category and 57% or 405 entitlements for the development category, and retaining the existing commercial and industrial development water usage threshold of 7,500 gallons per day for Growth Management Commission review.

Explanation for Recommended Board Action: The Board has historically established the number of residential permits based on a maximum 3% city growth rate. See the attached materials for further information.

Applicable Statute, Code, Policy, Rule or Regulation: CCMC 18.15 (Growth Management)

Fiscal Impact: N/A

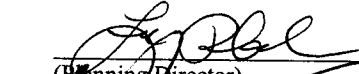
Explanation of Impact: N/A
Funding Source: N/A

Alternatives: 1) Modify the proposed allocations and/or water usage threshold.

Supporting Material: Proposed Resolution
Planning Commission Case Record
Growth Management Report

Prepared By: Rose Mary Johnson, Management Assistant III

Reviewed By:


(Planning Director)

(Development Services Director)

(City Manager)

(District Attorney's Office)

Date: 7/9/08

Date: 7/7/08

Date: 7/8/08

Date: 7-8-08

Board Action Taken:

Motion: _____

- 1) _____
- 2) _____

Aye/Nay

(Vote Recorded By)

1 RESOLUTION NO. 2007-R-_____
2

3 A RESOLUTION AMENDING THE NUMBER OF RESIDENTIAL BUILDING
4 PERMIT ALLOCATIONS UNDER THE CARSON CITY GROWTH
5 MANAGEMENT ORDINANCE FOR THE YEARS 2009 AND 2010 AND
6 ESTIMATING THE NUMBER OF RESIDENTIAL BUILDING PERMITS FOR
7 THE YEARS 2011 AND 2012; ESTABLISHING THE NUMBER OF
8 RESIDENTIAL BUILDING PERMIT ALLOCATIONS AVAILABLE WITHIN
9 THE DEVELOPMENT AND GENERAL PROPERTY OWNER CATEGORIES;
10 AND ESTABLISHING A MAXIMUM AVERAGE DAILY WATER USAGE FOR
11 COMMERCIAL AND INDUSTRIAL BUILDING PERMITS AS A THRESHOLD
12 FOR GROWTH MANAGEMENT COMMISSION REVIEW.
13

14 WHEREAS, Carson City Municipal Code Section 18.12 requires the Board of
15 Supervisors of Carson City to establish a fixed number of residential building permits on a
16 two year rolling basis to manage growth within Carson City; and

17 WHEREAS, pursuant to Carson City Municipal Code Section 18.12 the Growth
18 Management Commission met in a duly noticed public hearing on May 28, 2008, and
19 recommended the number of residential building permits to be made available to calendar
20 years 2009 and 2010, and the Commission estimated the number of residential building
21 permits for calendar years 2011 and 2012; and

22 WHEREAS, the Board of Supervisors finds and declares pursuant to Carson City
23 Municipal Code Section 18.12 that city water and wastewater treatment capacity are limiting
24 essential resources that limits the available residential building permits authorized by this
25 resolution; and

26 WHEREAS, the Board of Supervisors now desires to fix, by resolution, the available
27 number of building permits and the categories for said permits.

28 NOW, THEREFORE, the Board of Supervisors hereby resolves:

29 A. Beginning on the first city working day in January 2009, the Development
30 Services Building Division shall make available a total of 711 residential building permits.
31 The 2009 year end balance of unused permits shall be voided and returned to the utility
32 manager. The building permits shall be disbursed as follows:

33 1. For the general property owner category, a subtotal of 306 residential
34 permits (43% of total residential building permit allocation). General property owners shall

1 be entitled to apply for a maximum of 30 residential building permits in Period 1 based on
2 the availability of building permits.

3 2. For the development project category, a subtotal of **405** residential
4 building permits (57% of total residential building permit allocation). Individual development
5 projects qualified for inclusion on the project list shall be entitled to apply for an equal share
6 of building permits during Period 1 based on the number of qualified development projects
7 on the first City working day in January 2009. Where a development project has less lots or
8 units than the total share of building permits allocated to it, the remaining building permits
9 shall be distributed equally among the remaining development projects. Additional
10 development projects may be added to the list during Period 1 and use any remaining
11 building permits if the units or recorded lots of the qualifying projects on the list total less
12 than the number of building permits allocated to the development category. Otherwise,
13 development projects not on the list at the beginning of Period 1 may only apply for building
14 permits from the general property owner category during Period 1 in accordance with the
15 limitations set forth above but may be added to the development category anytime during
16 Period 2.

17 3. Any residential building permits remaining from Period 1 shall be
18 made available in Periods 2 and 3 in accordance with Carson City Municipal Code Section
19 18.12.

20 B. Beginning on the first city working day in January 2010, the Building
21 Department shall upon Board of Supervisors' approval make available pursuant to Carson
22 City Municipal Code Section 18.12 a total of **732** residential building permits, assuming three
23 percent growth in 2008. The building permits shall be disbursed as follows:

24 1. For the general property owner category, a subtotal of **315** residential
25 building permits shall be made available. General property owners shall be entitled to apply
26 for a maximum of 30 residential building permits in Period 1 based on the availability of
27 building permits.

1 2. For the development project category, a subtotal of **417** residential
2 building permits shall be made available. Development projects qualified for inclusion on the
3 project list shall be entitled to apply for building permits in accordance with paragraph A(2),
4 above.

5 3. Any building permits remaining from Period 1 shall be made available
6 for Periods 2 and 3 in accordance with Carson City Municipal Code Section 18.12.

7 C. For calendar year 2011, it is estimated that the Board of Supervisors may
8 make available 754 residential building permits, assuming three percent growth.

9 D. For calendar year 2012, it is estimated that the Board of Supervisors may
10 make available 777 residential building permits, assuming three percent growth.

11 E. Pursuant to Carson City Municipal Code Section 18.12, prior to issuance of
12 building permits, any commercial or industrial projects proposed in 2009 that exceed the
13 threshold of **7,500 gallons per day water usage** must have the Growth Management
14 Commission's review and approval to assure water availability.

15 F. Any building permits made available by this resolution shall be subject to all
16 of the requirements of Carson City Municipal Code Chapter 18.12 (Carson City Growth
17 Management Ordinance).

18 G. This resolution supersedes all prior resolutions establishing growth
19 management allocations and shall have the full force and effect of law and be incorporated
20 by this reference into Carson City Municipal Code Chapter 18.12.

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ADOPTED this _____ day of _____, 2008.

VOTE: AYES: _____

NAYS: _____

ABSENT: _____

ATTEST: _____
MARV TEIXEIRA, Mayor

ALAN GLOVER, Clerk-Recorder

CARSON CITY PLANNING COMMISSION

CASE RECORD

MEETING DATE: 5-28-08

AGENDA ITEM NO.: H-2

APPLICANT(s) NAME: N/A
PROPERTY OWNER(s): N/A

FILE NO. GM-08-040

ASSESSOR PARCEL NO(s): N/A
ADDRESS:

APPLICANT'S REQUEST: Action to recommend to the Board of Supervisors a **Resolution** for the establishment of a Growth Management rate, number of residential building permit entitlements, and the commercial and industrial daily water usage threshold for 2009.

COMMISSIONERS PRESENT: ☒ PEERY ☒ KIMBROUGH ☐ BISBEE
☐ MULLET ☒ REYNOLDS ☒ VANCE ☒ WENDELL

STAFF REPORT PRESENTED BY: Lee Plemel ☒ REPORT ATTACHED
STAFF RECOMMENDATION: ☐ CONDITIONAL APPROVAL ☐ DENIAL
APPLICANT REPRESENTED BY: Lee Plemel, Ken Arnold, Andy Burnham

☒ APPLICANT/AGENT
PRESENT

☐ APPLICANT/AGENT
SPOKE

☐ APPLICANT/AGENT
NOT PRESENT

☐ APPLICANT/AGENT
DID NOT SPEAK

APPLICANT/AGENT INDICATED THAT HE/SHE HAS READ THE STAFF REPORT, AGREES AND UNDERSTANDS THE FINDINGS, RECOMMENDATIONS, AND CONDITIONS, AND AGREES TO CONFORM TO THE REQUIREMENTS THEREOF.

☒ PERSONS SPOKE IN FAVOR OF THE PROPOSAL

☐ PERSONS SPOKE IN OPPOSITION OF THE PROPOSAL

DISCUSSION, NOTES, COMMENTS FOR THE RECORD:

Overview of water issues by Ken Arnold.

Public: Sheena Beaver- BAWN- In favor of 3% rate remaining in place.

Andy Burnham- 24 million gallons per day at peak in summer. Water days are working well. Do not forget about global warming. We are working well beyond 50 years.

Jennifer Pruitt- Plan for partly treated water? Andy- No

Steve Reynolds- Projection of water from east side? Mr. Davis suggested a long-range water plan? Is that in place? Ken- yes

Mark Kimbrough- Dollar figure fluctuate with issues? Ken- We will address the issues. City will address the financial issue.

Waste water uses? Ken Armstrong- working on permits (time + water)

APPEAL PROCESS MENTIONED AS PART OF THE RECORD

MOTION WAS MADE TO RECOMMEND APPROVAL:

[X] WITH THE STAFF RECOMMENDATION

MOVED: Wendell SECOND: Vance PASSED: 5 /AYE 0 /NO /ABSTAIN 2/ABSENT

SCHEDULED FOR THE BOARD OF SUPERVISORS

DATE: June 19, 2008



CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL DEVELOPMENT SERVICES

MEMORANDUM

TO: Planning Commission

FROM: Planning Division

DATE: May 28, 2008

SUBJECT: GM-08-040 – 2009 Growth Management Allocations

STAFF RECOMMENDED MOTION: I move to recommend to the Board of Supervisors approval of a total of 711 residential building permit entitlements for 2009 based upon a population growth rate of 3%, with an allocation of 43% or 306 entitlements for the general property owner category and 57% or 405 entitlements for the development category, and retaining the existing commercial and industrial development water usage threshold of 7,500 gallons per day for Growth Management Commission review.

BACKGROUND:

Per the Carson City Municipal Code (CCMC) Title 18, Chapter 18.12 (Growth Management Ordinance), the Growth Management Commission is charged with reviewing the information provided by various affected city departments and outside agencies and submitting a recommendation to the Board of Supervisors on:

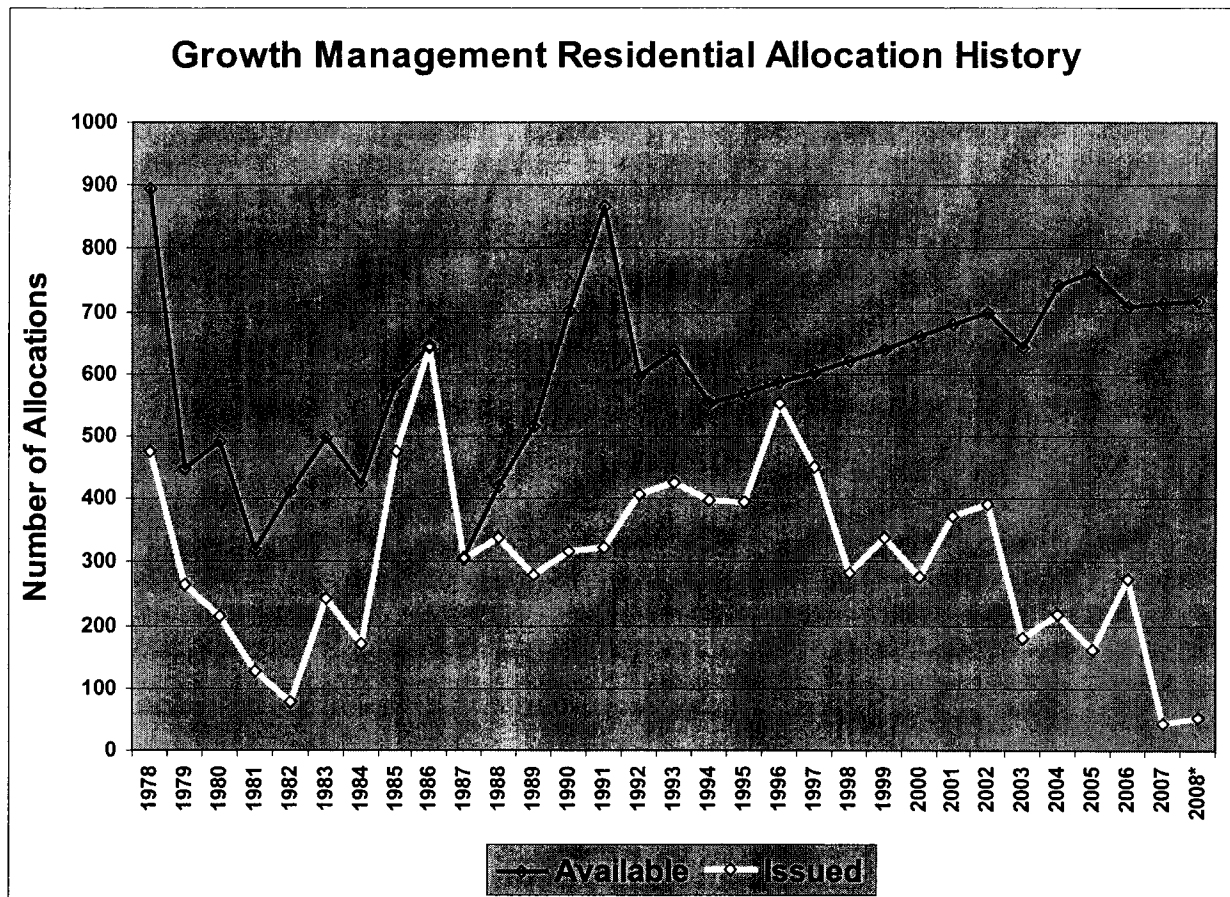
1. Establishing a fixed number of residential building permits to be made available in the following two years (2009 and 2010, on a two-year rolling calendar basis) and estimating the number to be made available in the third and fourth years (2010 and 2011).
2. Establishing a distribution of the total building permit entitlements between the "general property owner" and "development project" (31 or more lots or units) categories.
3. Establishing a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review.

The Growth Management Ordinance was originally implemented to address the City's ability to provide the necessary water and sanitary sewer infrastructure to keep pace with growth. Next year will be the 32nd year of issuing permits under the Growth Management ordinance. For most of the Growth Management program's history, the total number of building permit entitlements in a given year has been based upon a maximum growth rate of 3%. Entitlements have historically been allocated between the "general property owner" and "development project" categories in a 43%-57% split, respectively.

PLANNING DIVISION • 2621 Northgate Lane, Suite 62 • Carson City, Nevada 89706
Phone: (775) 887-2180 Fax: (775) 887-2278 E-mail: plandiv@ci.carson-city.nv.us

The graph below and Attachments C through E provide historical data regarding the number of permits available, the number of permits used by the general property owner and development categories, and permits used by type of residence. Following is a summary of some of the historic data:

- 305 = Average number of permits issued per year, 1978-2007 (30 years)
- 308 = Average number of permits issued per year, 1988-2007 (20 years)
- 236 = Average number of permits issued per year, 1998-2007 (10 years)
- 155 = Average number of permits issued per year, 2003-2007 (5 years)
- 644 = Most number of permits issued in a single year (1986)



* 53 as of May 9, 2008

DISCUSSION:

The Planning Division has solicited comments from various City departments, the school district, and various city and state agencies regarding their ability to accommodate a 3% growth rate within Carson City. Written comments received are attached at the back of this report.

The primary issue that should be considered in recommending residential allocations is the ability to meet water and sanitary sewer demands. The Carson City Public Works Department indicates that 3% growth can be accommodated with continued upgrades and improvements to the water and sanitary sewer systems. However, the State Engineer's office indicates that Carson City's current Water Conservation Plan is outdated (1996) and needs to be updated to show how the City will address both additional resources (production) and conservation to meet future growth demands. A representative of the Carson City Water Division of Public Works will be available at the Planning Commission meeting to provide more information on water

planning issues, recent and planned facility upgrade projects to improve water delivery during peak usage, and to answer questions.

The Fire Department and Parks and Recreation Department each indicate a current level of service that is at or exceeding capacity, with the need for additional resources to accommodate growth. The need for additional resources as the population increases is common among service-oriented departments. While growth impacts the ability to provide certain services, it also generates additional revenues that help provide for additional resources to improve levels of service. These issues highlight the need to allocate appropriate resources as growth occurs to meet acceptable levels of service as determined by the Board of Supervisors.

Other departments and agencies have indicated an ability to accommodate a growth rate of 3%.

A complete list of available buildable (vacant) lots and approved projects is included as Attachment F. City records indicate that there are approximately 258 vacant subdivision lots (as of May 2008) with 1,554 lots remaining to be recorded from various approved subdivision maps. (Note that this does not account for other vacant parcels that are not part of an approved subdivision.) It is anticipated that the majority of these potential units would be phased over a number of years, much as they have been over the past decade.

To further put this into context, Carson City currently has approximately 24,000 residential units. The Carson City Master Plan includes a Land Use Plan to serve a population of approximately 75,000 to 80,000, or approximately 32,000 residential units, commensurate with the City's ability to provide water (based on water rights owned by the City) and meet wastewater capacities. This leaves a total of approximately 8,000 residential units remaining to be developed to reach the "buildout" capacity of Carson City. The 2,000 approved lots/units represents approximately one-fourth of the remaining units.

ALTERNATIVES AND CONCLUSION:

Per the Growth Management Ordinance, the Growth Manage Commission must recommend the total number of available permits and the distribution between categories for the years 2009 and 2010 and recommend an estimated number of total permits available for 2011 and 2012. A distribution of 43% to the "general property owner" category and 57% to the "development project" category has historically been established and is recommended to the Commission to continue. The following table shows allocation alternatives for various growth rates that may be considered by the Commission (see Attachment G for methodology).

Permit Allocation Alternatives

Rate	Category	2009	2010	2011	2012
3.0%	Total	711	732	754	777
	General	306 (43%)	315 (43%)	--	--
	Development	405 (57%)	417 (57%)	--	--
2.5%	Total	593	607	623	638
	General	255 (43%)	261 (43%)	--	--
	Development	338 (57%)	346 (57%)	--	--
2.0%	Total	474	483	493	503
	General	204 (43%)	208 (43%)	--	--
	Development	270 (57%)	275 (57%)	--	--

Carson City has historically based the number of available permits in a given year on an assumed growth rate of 3%. Note that future allocation estimates assume a continued actual

growth rate of 3% and are adjusted each year based on actual estimated population growth figures—i.e. actual growth of less than 3% would result in fewer allocations in future years.

Staff recommends continuing the allocation system based upon a maximum growth rate of 3%. While the actual number of permits issued has not approached the number allocated since 1996 and it is not anticipated that the actual permits issued would reach the maximum in the short-term, the allocation would allow the maximum flexibility in providing building permits as several new subdivision begin to development within the next few years.

Comments indicate that such growth can be accommodated with available and planned water and wastewater resources. However, additional capital improvements and other resources will need to be constructed or made available in the future to maintain the current levels of service and keep pace with actual growth. Planning staff recommends that the Growth Management Commission recommend the 3% growth rate based on the projected ability to provide water and wastewater resources for such growth. Other issues such as staffing and allocation of financial resources should be addressed by the Board of Supervisors based upon actual future growth.

Please contact Lee Plemel in the Planning Division at 887-2180 with questions.

Attachments:

- A) Agency Comments
- B) CCMC 18.12, Growth Management
- C) Allocation History Graph, Percentage Issued
- D) Allocation History Graph, Residential Type
- E) Developer & General Categories, History Table & Graph
- F) Buildable Lots and Approved Projects List
- G) Methodology, Number of Available Permit
- H) Building Permit Allocation Flow Chart
- I) Building Permit Allocations for 2008 (3%)
- J) Demographer Population Estimates
- K) Draft Resolution